

**DeKalb Workforce Development Board**  
**March 23, 2016**

**Members Present**

Cathy Hardin, *DeKalb Medical*  
Diane Allen, *Georgia Department of Labor*  
Sadie Dennard, *Georgia Power*  
Cynthia Edwards, *Georgia Piedmont Technical College*  
DePriest Waddy, *United Way of Greater Atlanta*  
Kim Childs, *DeKalb Chamber of Commerce*  
L. Lamont Wise, *Urban League of Greater Atlanta*  
Ray Gilley, *Development Authority of DeKalb County*  
Audrey Turner, *Emory University*  
Claudette Grant, *Center for Disease Control & Prevention*  
Rhonda Briggins-Ridley, *MARTA*  
Marcia Blanding, *Georgia Vocational Rehabilitation Agency*  
John Lenz, *LENZ*  
Hope Bolden, *Integral*

**Members Absent**

Jacqueline Williams, *DeKalb DFCS*  
Sheila Garland, *Georgia Perimeter College*  
Tommy Lester, *Private Bank of Decatur*  
Katherine Hilliard, *Macy's*  
Mike Carow, *Hormel Foods Corporation*  
Michael Romesburg, *CVS Health*  
Tony Westly, *Operative Plasterers/Cement Mason*  
Baoky N. Vu, *VetConnex*  
Jerome Jackson, *IBEW Local 613*

**Staff**

Sheryl B.C. Stone  
Kala Waran  
India Johnson  
Sandeep Gill  
Roderick Wyatt

**Guest**

Jackie Echols, *Georgia Piedmont Technical College*

*\*A proxy representative may be designated by the board member to participate in discussion, but does not exercise proxy authority (no voting).*

**Welcome/Greetings - Call to Order**

Chairperson Sadie Dennard called the meeting to order.

**Establishment of Quorum**

Sadie Dennard declared the members present constituted a quorum.

**Approval of Minutes (January 27, 2016)**

A motion was made by Rhonda Briggins-Ridley and seconded by Cynthia Edwards to

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approve the January 27, 2016 meeting minutes as presented. The Board approved unanimously.

### **Committee Reports**

All prior committee meeting minutes were e-mailed to the Board for review.

### **Action Items**

#### **Transfer of Funds**

With the increase in Adult long-term unemployment, DeKalb County has experienced a major shift in providing services to more Adult WIOA participants than Dislocated Workers. According to the Georgia Department of Economic Development - Workforce Division's Financial Policies and Monitoring, transfers of Rapid Response and Dislocated Worker funds to the Adult funding stream are allowed, keeping in mind the 100% transfer limitation. We are requesting to transfer \$752,299.00 of Dislocated Worker funds and \$68,361.00 of Rapid Response funds to Adult. The transfers will allow us to meet the work readiness needs of the increasing adult population. DWD has provided services to 1342 Adult participants during PY14 at the rate of \$1,367 per participant.

A motion was made by Ray Gilley and seconded by Hope Boldon to approve transferring Dislocated Worker and Rapid Response funds to the Adult funding stream as presented. The Board approved unanimously.

#### **Partners Resource Sharing Agreement**

The Resource Sharing Agreement is between DeKalb Workforce Development, the DeKalb Workforce Development Board (DWDB) and Partners, operating under the name *DeKalb Workforce Development One-Stop*. This Agreement specifies the programmatic and financial commitments being made by the Partners for the operation of DeKalb Workforce Development One-Stop. It is understood by the Partners that this Agreement is not a contract. Rather, this Agreement expresses good faith and intentions of each Partner to participate in and contribute to the program.

A motion was made by Rhonda Briggins-Ridley and seconded by Hope Boldon to approve the Partners Resource Sharing Agreement as presented. The Board approved unanimously.

#### **Regional Plan**

The Regional Plan provides the framework for local areas to define how their workforce development systems will achieve the purpose of the Workforce Innovation and Opportunity Act (WIOA). WIOA provides designated regions and local workforce areas the responsibility and opportunity to develop employment and training systems tailored specifically to regional economies. These systems must meet the needs of the full range

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of learners and workers, including those with barriers to employment. The system must also address the specific needs of regional employers and the skills they require.

A motion was made by Lamont Wise and seconded by Claudette Grant to approve the Regional Plan as presented. The Board approved unanimously.

#### Dislocated Worker RFP \$1M

DeKalb Workforce Development is requesting proposals from qualified sources to provide career and training services for WIOA eligible dislocated workers. The purpose of the RFP is to identify appropriate service providers to provide employment and training services for the Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker Program for three (3) continuous years, contingent upon annual funding from the US Department of Labor (USDOL) and evaluation of successful performance.

A motion was made by Cathy Hardin and seconded by Audrey Turner to approve the Dislocated Worker RFP as presented. The Board approved unanimously.

**\*Before the Emory Training Proposal was addressed, Cathy Hardin of DeKalb Medical was excused, to ensure there was no conflict of interest.**

#### IWT – Emory Training Proposal \$200,000

DeKalb Workforce Development is collaborating with Emory Continuing Education to provide Incumbent Worker Training to DeKalb Medical employees. Several topic areas have been identified for learning interventions supporting all areas throughout the DeKalb Medical system that might be addressed over a multi-year development initiative. Some of the long term key topic areas are Workplace Behaviors, Patient-facing Responsibilities and Cross-Cultural Issues. The overall goal of DeKalb Medical is to provide learning and employee development programs and services that will result in improved overall patient satisfaction ratings. After an extensive discussion by board members, it was determined that the proposed solution will promote increased employment, job retention, earnings and occupational skills improvement by participants.

A motion was made by Claudette Grant and seconded by Lance Wise to approve the Emory IWT as presented. The Board approved unanimously.

#### One Stop Assessment Tool Activity

The WIOA Comprehensive One-Stop Self-Assessment has been produced by the WIOA Implementation Working Groups in order to identify the suitability of Georgia's comprehensive one-stops. The results of this self-assessment will help inform core partners of the issues we face in meeting WIOA comprehensive one-stop requirements.

Upon completion of the assessment, boards should have a resource which will assist in determining the location of the comprehensive One-Stop. The document is intended to help inform the board as to whether the current location is adequate to fully integrate all core partners, or whether a new location will be needed. All assessments must be returned with the signature of the Board Chair attesting that the board has reviewed the results.

Due to the importance of the board being involved in the completion of the survey, board members were split up into two groups and a DWD staff member reviewed the assessment with each group. Upon the board reconvening, and there being no questions or concerns, a motion was made by Cynthia Edwards and seconded by Rhonda Briggins-Ridley to approve the One-Stop Assessment Tool. The Board approved unanimously.

### **Program Updates**

#### **Go Build Georgia**

The Go Build Georgia Foundation is the private arm of the public/private partnership of the Go Build Georgia program undertaken by the Georgia Department of Economic Development's Workforce division (WFD). The Foundation was established to support the Go Build Georgia program by rolling out an educational campaign using television, print, online, social media outlets and promotional events. The end goal is to educate students and the workforce at-large about the program and drive them to the Go Build Georgia website where they can learn about opportunities in the skilled trades. WFD works with macro-level workforce and employment issues to help Georgia be competitive economically in the southeast, the nation, and around the world.

#### **Southeastern Employment & Training Association Conference (SETA)**

The 2016 Southeastern Employment & Training Association Spring Conference was held March 6-9 at the Kingston Plantation-Embassy Suites, Myrtle Beach, SC.; three DWD staff and two board members were in attendance. SETA provides workforce professionals the opportunity to network and grow professionally. These opportunities are provided through the spring and fall conferences that are hosted annually.

### **Public Comments**

N/A

### **Adjournment**

There being no further business, the meeting was adjourned.

**Next Scheduled Meeting: May 25, 2016**